

RECYCLE, REDUCE, REUSE WASTE

Initiatives for Rand Water & Staff

- Avoid generating non-recyclable waste
- Prevent Rand Water contributing to landfill waste
- Give attention to the product durability/life span when purchasing.
- Buy in bulk to reduce packaging
- Where appropriate repair equipment before having it replaced
- Hire instead of buying if you're not going to need an item long-term
- If machinery is creating a lot of waste, check whether it needs to be repaired or replaced or if it is being used correctly
- Waste contractors must separate waste and recycle
- Lobby your Municipality to separate and recycle waste.

Reduce

- Paper use whenever possible
 - ✓ Distribute documents to fewer people
 - ✓ Clean up mailing lists, AND/OR
 - ✓ Eliminate unnecessary forms
 - ✓ Print only what is necessary
- Wastes from catering and leisure facilities i.e. glass, beverage cans, plastics, paper and board packaging and food waste
- Use of staples! Saving one staple a day in every office equals tons of metal saved a year
- Encourage procurement of products that help prevent or reduce waste/also buy recycled products (Buy Green).

Recycle

- Separate and recycle waste at home
- Place recycling bins in communal areas and ensure employees are trained on the matter.
- Place signage encouraging recycling
- Change signage regularly

Reuse

- Folders, hanging file dividers, packing boxes and other storage items
- Collect name badges after meetings
- Paper clips, bull clips, drawing pins etc
- Padded bags/envelopes.
- Planting pots and bags.
- Keep shopper bags in your car instead of buying plastic bags every time you shop.

